



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

May 3, 2006

Catherine Duvall, Treasurer
Sierra Club Political Committee
85 Second Street, 2nd Floor
San Francisco, CA 94105

Response Due Date:
June 5, 2006

Identification Number: C00135368

Reference: Amended Year End Report (7/1/05-12/31/05), received 3/17/06

Dear Ms. Duvall:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

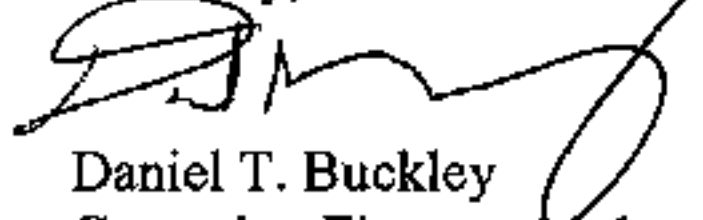
-Schedule H4 of your report discloses payments to Mark Bettinger, Jason Brady, Sylvia Broude, Kelly McNicholas, Denise Patel, and Melanee Smith, which are categorized as Voter Drive expenses; however, the purposes of disbursement disclosed are "Salaries & Benefits." Please be advised that payments made for administrative purposes, including rent, utilities, office supplies, and salaries, not attributable to a clearly identified candidate, should be categorized as Administrative expenses on Schedule H4. Please amend your report to clarify the appropriate category for these activities or provide clarifying information regarding these apparent discrepancies.

-Schedule H4 of your report discloses reimbursements to individuals for "Supplies." Please be advised that when itemizing reimbursements to individuals for goods or services, payment to the original vendors must be itemized as memo entries regardless of amount. Each memo entry must include the name and address of the original vendor, as well as the date, amount and purpose of the original purchase must be provided. Please amend your report to include the missing information and clearly identify on the Schedule H4, which reimbursement each memo entry relates to. 11 CFR §§104.10 and 104.17, and Advisory Opinions 1992-1 and 1996-20; footnote 3

Please note, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. Requests for extensions of time in which to respond will not be considered. Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1141.

Sincerely,



Daniel T. Buckley
Campaign Finance Analyst
Reports Analysis Division

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